DISCLAIMER:

Papers should be original contributions and should not be under consideration for any other conference or publication at the same time. You can send word file only for either Abstract and or Full paper.

INSTRUCTIONS FOR EXTENDED ABSTRACT SUBMISSION: (FOLLOW THE TEMPLET)

Abstracts must contain the title of the paper, name(s) and affiliation(s) of the author(s), and keywords (5-10 keywords organized alphabetically).

INSTRUCTIONS FOR FULL PAPER SUBMISSION: (FOLLOW THE TEMPLET)

Full papers should be between **8 pages** including tables, figure and references at **1.5 line spacing and Times new Roman 12 font size**. Each additional page will be **charged USD 25.**

If number of authors are more than **2 (two)** in manuscript, authors are required to pay **authorship fees USD 50** for each additional author name.

1. PAPER STRUCTURE: PAPERS SHOULD BE PREPARED IN THE FOLLOWING ORDER:

Introduction to explain the background work, the practical applications and the nature and purpose of the paper.

Body to contain the primary message, with clear lines of thought and validation of the techniques described.

Conclusion

Acknowledgements (when appropriate)

References APA style is recommended

Appendices (when appropriate)

2. FORMATTING YOUR DOCUMENT:

Papers must be written in A4 paper size. (21cm x 29.7 cm) and the automatic margins that have been set for this paper size must be strictly adhered to for all text, headings, tables and figures.

As indicated in the template, papers should be prepared in single column format (192 mm × 262 mm). Do not number pages on the front, as page numbers will be added separately for the preprints and the Publication.

1. TITLE PAGE:

The first page should include:

(a) Title

Click on the existing text and enter the title of the paper using sentence case.

(b) Each author's name and affiliation, including present address

Authors' names: Remember to include the correct superscript linking to the appropriate affiliation details.

Affiliations: Remember to include the correct superscript linking to the appropriate author details.

(c) Abstract (250 words)

Insert an abstract should not exceed from 250 words, giving a brief account of the most relevant aspects of the paper.

(e) Keywords (5–10)

Insert 5–10 keywords. Organized alphabetically

Please follow the template style for all the above features.

1. Tables

All tables should be numbered with Arabic numerals. Headings should be placed above tables, left justified. Leave one line space between the heading and the table. Only horizontal lines should be used within a table, to distinguish the column headings from the body of the table, and immediately above and below the table. Tables must be embedded into the text and not supplied separately.

iii. Illustrations

All figures should be numbered with Arabic numerals (1, 2,). All photographs, schemas, graphs and diagrams are to be referred to as figures.

Line drawings should be good quality scans or true electronic output. Low-quality scans are not acceptable. Figures must be embedded into the text and not supplied separately.

iv. Equations

Equations and formulae should be typed in Mathtype, and numbered consecutively with Arabic numerals in parentheses on the right hand side of the page (if referred to explicitly in the text). They should also be separated from the surrounding text by one space.

Acknowledgements (If appropriate)

Type your acknowledgements here. Acknowledgements and Reference headings should be bold and left justified. First letter capitalized, but have no numbers. The font size 12. Line spacing 1.15 pt.

v. References

As an APA (American Psychological Association) Referencing Style is most used one, we require the author to follow the style. Sort the reference list alphabetically. Use hanging indent (1 cm). The font size must be 11, line spacing must be 12pt.

Here are the samples in the format of APA Referencing Style (6th edition).

Journal article

Gibbs, M. (2005). The right to development and indigenous peoples: Lessons from New Zealand. *World Development,* 33 (8), 1365-1378.

A book

Surname1, A. A., & Surname2, B. B. (2013). This is a Sample Book Title Used for Illustration (3 ed.). Sample City: Sample Publisher.

Book chapter in an edited book

Helber, L. E. (1995). Redeveloping matures resorts for new markets. In M. V. Conlin & T. Baum (Eds.), *Island tourism: Management principles and* practice (pp.105-113). Chichester, England: John Wiley

Thesis

Dewstow, R. A. (2006). *Using the Internet to enhance teaching at the University of Waikato* (Master's thesis, University of Waikato, Hamilton, New Zealand). Retrieved from http://researchcommons.waikato.ac.nz/handle/10289/2241

A conference

Surname1, A. A., & Surname2, B. B. (2013). *This is a Sample Article Title Used for Illustration.* Paper presented at the Sample Conference Name, Sample City.

Monographs:

Kalimapour, Y.R. (2004). Images of the U.S. Around the World: A Multicultural Perspective. Albany, NY: State University of New York Press.

Proceedings:

Amir Awang. (2006). Counseling, human resources development and counseling services. In Sulaiman M. Yassin, Yahya Mat Hassan, Kamariah Abu Bakar, Esah Munji and Sabariah Mohd. Rashid (Eds.), *Proceedings of Asia Pacific Conference on Human Development* (p. 243-246). Serdang: Universiti Putra Malaysia.

vi. Footnotes

Footnotes should be avoided if possible. Necessary footnotes should be denoted in the text by consecutive superscript letters. The footnotes should be typed single spaced, and in smaller type size (8pt), at the foot of the page in which they are mentioned, and separated from the main text by a short line extending at the foot of the column.

Note: GCBSS wish you success with your publication. Should you experience any difficulties during the preparation of your paper, please contact the Coordinator for further information at **register@gatrenterprise.com** or **admin@gcbss.org**

3. PRESENTATION INSTRUCTIONS: (FOLLOW THE TEMPLET)

ORAL PRESENTATION:

Two types of parallel presentations: Abstract based presentation duration is 10-12 Minutes including Discussions. Full paper based presentation duration is 15-20 Minutes including Discussions.

Please bring your flash-drive, pen-drive or USB containing power point slides.
The rooms will be equipped with a LCD projector and computer.

POSTER PRESENTATIONS:

(Optional) Authors can also choose to display a poster at GCBSS 2019.
Maximum poster size is 36 inches wide by 48 inches high (3 ft. x 4 ft.)

Posters must be attached to the presentation boards prior to the Opening ceremony.
Presenters are encouraged to be at your poster during the breaks, when possible.
Posters will be on display in the conference rooms.